



DAVID SANDERS, PH.D.  
Director

**County of Los Angeles**  
**DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

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April 25, 2005

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To: Supervisor Gloria, Molina, Chair  
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From: David Sanders, Ph.D.  
Director

**ORAL AMENDMENTS TO APRIL 12, 2005 BOARD AGENDA ITEM #24 RE:  
REFUGIO PARA NINOS FOSTER FAMILY AGENCY**

On April 12, 2005, the Department of Children and Family Services (DCFS) brought before the Board a new County contract with Refugio Para Ninos Foster Family Agency (FFA). Although the Board continued its approval of this contract to the Board meeting of April 26, 2005, the Board requested a report in response to questions regarding whether all FFA contracts are in compliance with their fiscal expenditures; how many FFA contracts have been reviewed or are pending review by DCFS and the Department of Auditor-Controller, which FFAs have a specific fundraising arm; and whether (FFA) directors are required to do fundraising as part of their responsibilities. The responses to these questions follow:

**1. Are all FFA contractors in compliance with their fiscal expenditures?**

In an effort to ensure that all contractors are in compliance with the contract's fiscal requirements, the manager of our Fiscal Monitoring Section is in the process of developing a database to track receipt of required semi-annual expenditure reports from FFA contractors. She and her staff will review the reports and work with the agency and the Auditor-Controller to resolve any issues.

In addition, this manager is developing a database to ensure those agencies required by Federal regulation to have an annual single audit performed do so. Agencies will submit their Audit report to Fiscal Management. Fiscal Management staff will review the audit and work with the agency to resolve any findings.

The Fiscal Management Section works closely with the Auditor-Controller's fiscal auditors. The Section's staff follows up on fiscal audits performed by the Auditor-Controller on our group home and FFA contractors.

2. How many FFA contracts does DCFS have?

DCFS currently has 73 fully executed FFA contracts. If the Board approves the contract with Refugio Para Niños, we will have 74.

3. How many FFA agencies has the Auditor-Controller reviewed?

Our records indicate that the Auditor-Controller has reviewed and prepared an audit report on 21 FFAs.

4. How many reviews does the Auditor-Controller have pending?

Based on information received from the Auditor-Controller on 4/21/05, the Auditor-Controller has 12 fiscal reviews pending.

5. How many FFAs have fund raising arm?

Fund raising is not a contractually required activity. In order for my department to obtain this information, we would need to survey each agency. If your Board would like me to obtain this information, my Fiscal Monitoring staff can send out a survey next week. They could have a report ready within four to six weeks.

6. Are Executive Directors required to do fund raising as part of their responsibilities?

No, this is not a required contract activity.

For any questions, please feel free to contact me at (213) 351-5600, or your staff may contact Helen Berberian, DCFS Board Liaison, at (213) 351-5530.

DS:JS:SKH

c: Board Executive Office  
Chief Administrative Office  
County Counsel